

## **Report Cards/Progress Reports**

The academic progress of each student enrolled in the district shall be conveyed to parents and/or guardians on a quarterly basis, or more often, in a manner determined by the superintendent.

Student progress reports showing the grade achievement of each student shall be provided to parents, guardians or eligible students at the completion of each quarter while school is in session. In addition, at the midpoint of each grading period, a report shall be issued to the parents or guardian of each student who is in danger of failing a particular subject.

This does not preclude sending progress reports in the form of a commendation or utilization of additional appropriate means to enhance the reporting of student progress. Teachers, counselors and administrators are encouraged to contact parents or guardians by telephone, home visits or conferences to discuss student progress.

Except for the college entrance exam, results of the Colorado State Assessment Program shall be included on each student's final report card for that school year and made part of the student's permanent academic record. Results of the college entrance exam shall be included on each student's transcript. However, if a student retakes the exam at a later time at the student's expense, the student may request that the later results be placed on the transcript in place of the earlier results.

### **Supplementary progress reports**

In the event of a significant drop in a student's classroom work at any time and particularly after mid-point in the grading period, the teacher shall send the parents or guardian a report regarding the regression in progress.

Adopted by the Board: April 1995  
Revised by the Board: December, 2005

LEGAL REF.: C. R.S. 22-7-409 (1.9) (*state assessment results included on student report card*)